



Michigan School Business Officials



ANNUAL REPORT
2016-17

2016-17 BOARD OF DIRECTORS

The MSBO Board of Directors consists of nine voting members plus an Associate Member Representative and MSBO's Executive Director. The Board meets regularly throughout the school year and oversees the Michigan School Business Officials.

OFFICERS



PRESIDENT
Tamera L. Powers, CFO
Chief Financial Officer
Byron Center Public Schools



PRESIDENT-ELECT
Steve Ezikian
Deputy Superintendent
Wayne RESA



IMMEDIATE PAST PRESIDENT
Cheryl S. Wald, CPA, CFO
Chief Financial Officer
Mason Public Schools



EXECUTIVE DIRECTOR
David Martell, CPA, CFO
Executive Director
MSBO

DIRECTORS



Diane M. Block, CFO, Ed.S.
Assistant Superintendent
Alpena Public Schools



Tom Armstrong, CFO
Business Manager
Fulton Public Schools



Kent Cartwright, CPA, CFO
Chief Financial Officer
Petoskey Public Schools



Bill Chatfield, CFD
Operations Director
Walled Lake Consolidated Schools



Deanna Mayer, CPA, CFO
Director of Finance and Human Resources
Eastern Upper Peninsula ISD



Mike Hagerty, CFO
Assistant Superintendent
Administrative Services
Kent ISD



ASSOCIATE MEMBER REPRESENTATIVE
Lisa Truscott
Chief Administrative Officer
SET SEG

MEMBERSHIP & MEMBER INVOLVEMENT

2016-17 REGIONAL PRESIDENTS

Allegan County

Michael Tanksley, BOM
Wayland Union Schools

Berrien/Cass/Van Buren

Gail Enders
Berrien RESA

Central Michigan

Julie Omer, CFO
Owosso Public Schools

Genesee Area

Rebekah J. Silkworth, CFO
Genesee ISD

Grand Valley

Jodi DeKuiper, CPA, CFO
Newaygo County RESA

Macomb/St. Clair County

Jason Zirniss
Fitzgerald Public Schools

Middle Michigan

Kevin Kolb, CFO
Gratiot-Isabella RESD

Monroe/Lenawee

Judith Pfund, BOM
Lenawee ISD

Mid-West Michigan

John Gilchrist
Greenville Public Schools

Northern Michigan

Lisa M. Krosnicki, CFO
Charlevoix-Emmet ISD

Northwest Michigan

Kristina A. Mauntler, CFO
Manistee ISD

Oakland County

Daniel B. Romzek, CPA, CFO
Hazel Park Schools

Saginaw Valley

Michael Klosowski, CFO
Elkton-Pigeon-Bay Port Laker Schools

South Central

Rachelle Roby, CFO
Bronson Community Schools

Southwestern

Stacy Ritchie, CFO
Dowagiac Union Schools

Thumb Region

Jeanne Day, CFO
Tuscola ISD

Upper Peninsula

Jason G. Auel, CFO
Copper Country ISD

Washtenaw/Livingston

Sherri Papazoglou
Washtenaw ISD

Wayne County

Alison Smith, CFO
Livonia Public Schools

Western Area

James M. English, CFO
West Ottawa Public Schools

2016-17 ADMINISTRATIVE/PROGRAM & RESEARCH COMMITTEE CHAIRS

Bylaws and Resolutions

Marc R. Faber, CFO
Byron Center Public Schools

Elections

Todd Bell, CFO
Kentwood Public Schools

Financial Review

Robert Spagnuolo, CPA, BOM
DeWitt Public Schools

Membership

Steven Lenar, CFO
Holly Area Schools

Nominations

Cheryl Wald, CPA, CFO
Mason Public Schools

Facilities Management

Neil G. Greene, CFD
Wayne RESA

Food & Nutrition Services

Jessica Endres, CND
Thornapple Kellogg Schools

Intermediate School District

Abigail Lloyd, CFO
Allegan Area ESA

Professional Development

Neil R. Cassabon, CFO
Warren Woods Public Schools

School Finance Services

Jason R. Helsen, SFO, CFO
Reeths-Puffer Public Schools

Technology

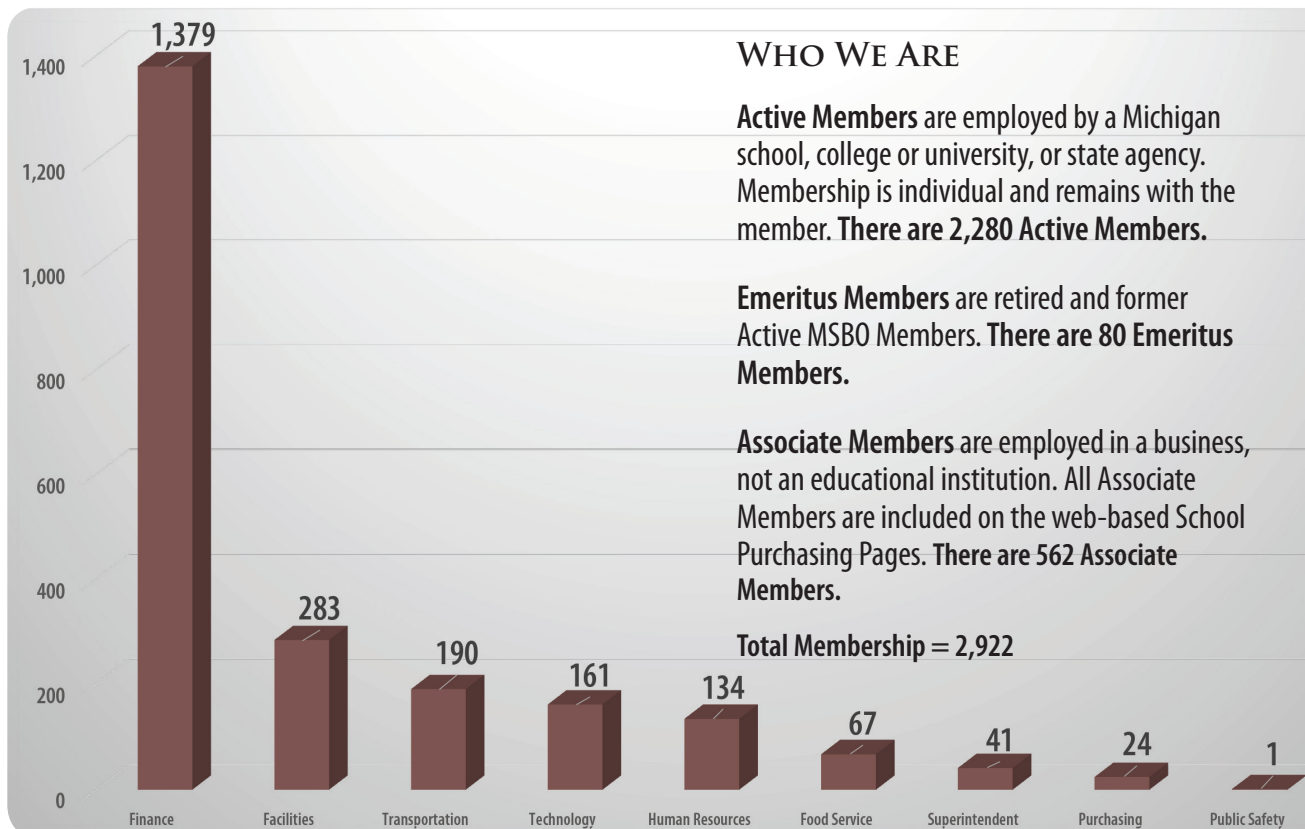
Sam Accorso, STM
Van Buren ISD

Fred Sharpsteen, STM
Mecosta-Osceola ISD

Transportation

Lisa Keyes, CTD
Utica Community Schools

ACTIVE MEMBERS



WHO WE ARE

Active Members are employed by a Michigan school, college or university, or state agency. Membership is individual and remains with the member. **There are 2,280 Active Members.**

Emeritus Members are retired and former Active MSBO Members. **There are 80 Emeritus Members.**

Associate Members are employed in a business, not an educational institution. All Associate Members are included on the web-based School Purchasing Pages. **There are 562 Associate Members.**

Total Membership = 2,922

PROGRAM HIGHLIGHTS

79th Annual Conference & Exhibit Show • May 2 – 4, 2017
Amway Grand Plaza Hotel and DeVos Place, Grand Rapids



1,372
Participants

- 6 Pre-Conferences
- Finance
 - Facilities
 - Food & Nutrition Services
 - Human Resources
 - Technology
 - Transportation

194
Topics

331
Exhibit Booths

335
Presenters

150
Breakout Sessions



Opening Super Session: Legislative Panel Discussion

Tim Skubick, Senior Capitol Correspondent and host of "Off the Record" facilitated a dynamic interaction between MSBO members, state Senators Goeff Hansen and David Knezek, Representative Darrin Camilleri, and the State Superintendent Brian Whiston, concerning issues related to education and school aid.



Keynote Presentation: "The Power of One"

An original Freedom Writer whose story is told in part in the 2007 hit movie, Freedom Writers, Manny Scott shared his story and several eye-opening insights about how he went from being an "unreachable" and "unteachable" student to becoming a successful student, husband, father, entrepreneur, and public servant.

PROGRAM HIGHLIGHTS

Business Manager/CPA Workshop:
Provides timely information for practicing CPAs and business managers.

399
Participants

Introduction to School Business:
Designed for new business officials (within the first few years of employment), office staff, and those who want a basic information refresher.

164
Participants

MDE/MSBO Workshop: Highlights the latest from the Michigan Department of Education on state aid and other hot topics.

304
Participants

Group Solutions-Current Issues:
Provides hands-on business office self-assessment, discussion and real-world problem solving. Attendees get straight talk and advice from other professionals facing the same issues.

172
Participants

Financial Strategies Conference:
Members learn the latest information on the economy, budget, state aid, legislation and other hot topics just in time for budgeting and negotiations.

301
Participants

Annual Facilities/Operations Director Conference & Expo: School facilities represent a tremendous resource and responsibility for districts and those in operations & facilities require the knowledge and understanding of a myriad of issues.

265
Participants

MSBO Leadership Institute: The MSBO Leadership Institute is designed to help members reach that next level in their professional life.

26
Participants

ALLIANCE BUILDING/ADVOCACY



One of MSBO's roles is to advocate for membership and serve in an expert capacity, whether it be providing testimony at a state Senate or House legislative committee, or working with a state stakeholders group that is addressing education and school administration policy.

MSBO's long standing policy in legislative issues remains to be the role of providing facts, data, and testimony when requested by other groups or the legislature. MSBO staff represents members and the school community at a number of state agencies, department stakeholders groups, and other organizations, always providing expert input on numerous issues to address the needs of MSBO members.

MSBO AWARD RECIPIENTS

Distinguished Service Award: Robert F. Moore, Jr., Oakland Schools

School Business Official of the Year: Robert Spagnuolo, DeWitt Public Schools

Friend of Education: Howard Heideman, Michigan Department of Treasury

Meridian Award of Excellence: Geno Montayne, Wayne-Westland Community Schools

President's Award: Cindy Heinbeck, Kenowa Hills Public Schools

Stebbins Scholarship: Kimberly Coryell, Oakland Schools

Piper Scholarship: Danielle Jacobs, Chippewa Valley Schools and Michael Klosowski, Elkton-Pigeon-Bay Port Laker Schools

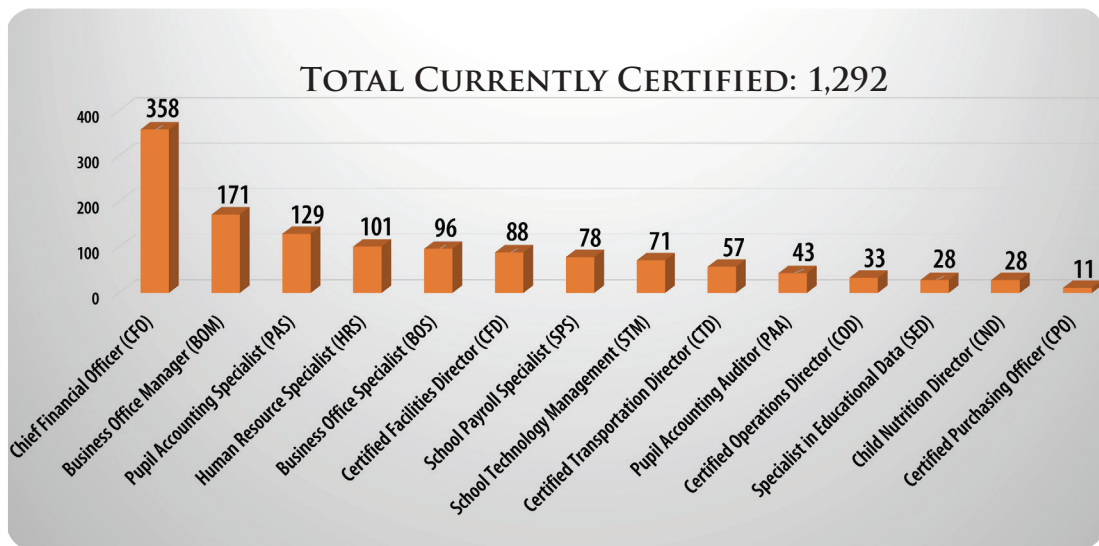
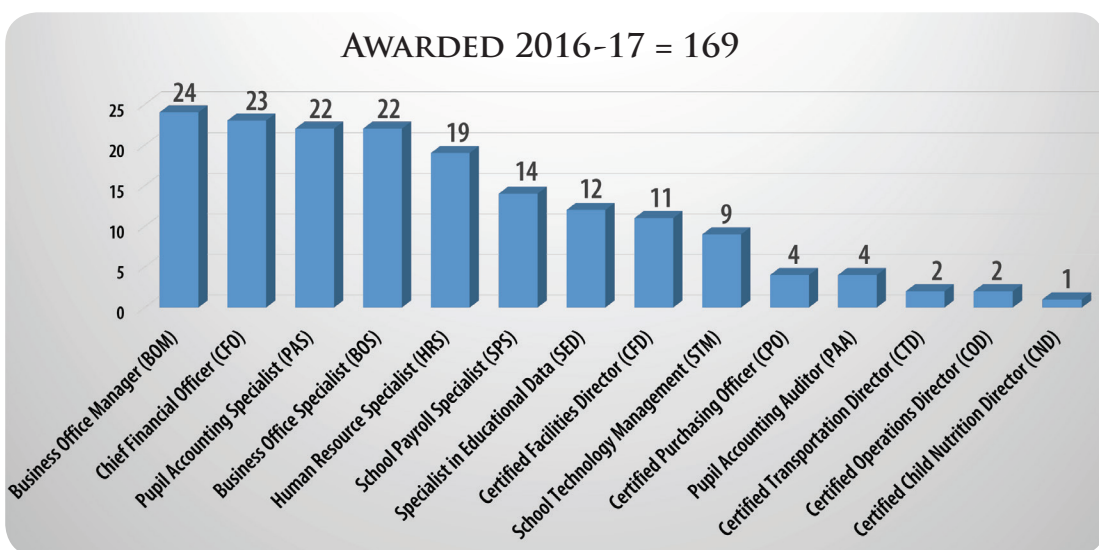
MSBO HAS CREATED AWARDS TO HELP SCHOOL DISTRICTS CELEBRATE SUCCESSES AND TO RECOGNIZE THE EXTRAORDINARY CONTRIBUTION OF INDIVIDUALS TO THEIR SCHOOL DISTRICT AND MSBO

MSBO VOLUNTARY CERTIFICATION

MSBO certification is a voluntary system providing focused training to school business officials offering practical information that will help school business officials succeed and excel in their employment.

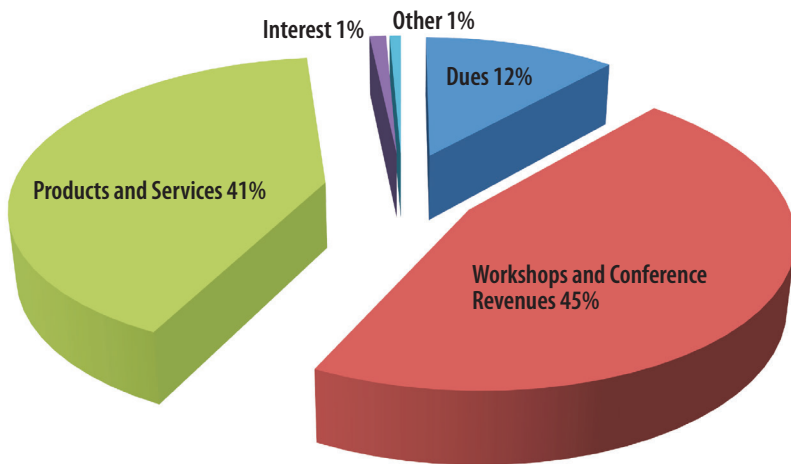
The program is endorsed by both the Michigan Association of School Boards (MASB) as well as the Michigan Association of School Administrators (MASA). MSBO offers 14 separate certification tracks.

Since 1998, more than 2,400 members have earned a MSBO Voluntary Certification Award.



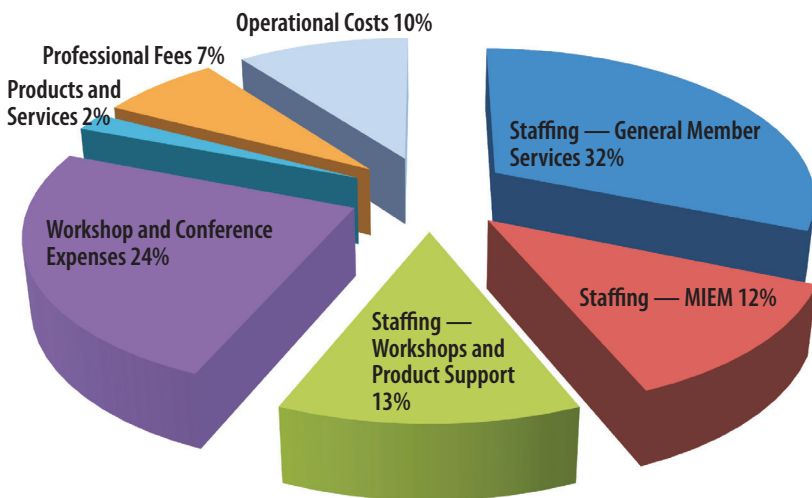
FINANCIAL REVIEW

REVENUES BY CATEGORY



Dues	\$348,132
Workshops and Conference Revenues	1,363,194
Products and Services.....	1,225,265
Interest.....	29,999
Other.....	20,494
Total	\$2,987,084

EXPENSES BY CATEGORY



Staffing — General Member Services.....	\$827,511
Staffing — MIEM.....	317,349
Staffing — Workshops and Product Support.....	329,586
Workshop and Conference Expenses	614,303
Products and Services.....	47,088
Professional Fees.....	177,097
Operational Costs	255,581
Total	\$2,568,515

BALANCE SHEET

Assets:

Current Assets	\$4,351,206
Furniture and Equipment	71,770
Investment in MIEM	2,500
Investment in MELG.....	710,784

Total Assets **\$5,136,260**

Liabilities and Net Assets:

Current Liabilities	\$567,093
Net Assets:	
Designated	1,336,014
Other	3,233,153

Total Liability and Net Assets **\$5,136,260**

The Financial Review Committee met on November 1, 2017.

The Committee is comprised of:

- Robert Spagnuolo, DeWitt Public Schools (Chair)
- Paul Bodiya, Macomb ISD
- Brian Marcel, Washtenaw ISD

MSBO President-Elect Mike Hagerty, MSBO Executive Director David Martell, MSBO Associate Executive Director Bob Dwan, MSBO Accountant Patty Lenneman, and Paul Bryant from Plante Moran were also in attendance.

The annual MSBO audit, conducted by Plante Moran, received a clean audit opinion. The Financial Review Committee voted to accept the report and recommended the full Board accept it. The MSBO Board accepted the audit report.

BUSINESS SOLUTIONS & PARTNERSHIPS

ASBO — THE ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL



ASBO is MSBO's national/international organization. It provides programs and services to promote the highest standards of school business management practices, professional growth, and the effective use of educational resources. Founded in 1910, ASBO International has nearly 6,000 school business management professionals as members.

BIDSYNC



This secure, automated, web-based bidding system allows schools to manage all competitive and other procurement processes online. BidSync represents a major opportunity for schools to save time and money.

CERTIFICATION PROGRAM



The MSBO Certification Program is a voluntary program designed by our own Professional Development Committee in conjunction with others in the educational community. It is endorsed by both MASB (Michigan Association of School Boards) as well as MASA (Michigan Association of School Administrators). MSBO offers 14 separate tracks and provides essential information to school business professionals at the beginning of their careers and assures continuing professional development throughout.

DYNAMIC BUDGET PROJECTIONS SOFTWARE



This easy to use, simple to understand software is offered to school districts to use for financial forecasting. It provides multi-year budget projections in an Excel template. More than 500 districts and ISDs have purchased this software. It makes communicating financial information easier for school districts.

MICHIGAN LIQUID ASSET FUND PLUS (MILAF+)



In 1987, MSBO, MASA, and MASB collaborated to form the Michigan Liquid Asset Fund Plus program. Districts that utilize the many banking-related services such as check writing, investment of bond proceeds, online Internet services and fixed term investing also take advantage of the Fund's AAAM rating, security, and liquidity. Currently 360 school districts and other public entities participate in this program.

MICHIGAN SCHOOLS ENERGY COOPERATIVE (MISEC)



Michigan Schools Energy Cooperative (MISEC) was established in 1997 by MSBO, MASA, MAISA, MCEA, and MASB as a joint venture to allow schools to take full advantage of cost-saving opportunities provided by energy deregulation.

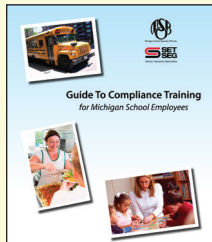
BUSINESS SOLUTIONS & PARTNERSHIPS

MSBO BUS PROGRAM



The bus purchase program saves districts time and money by providing a competitively bid quality base bus with over 300 options to choose from. All the bidding has been done for MSBO members. The program is provided through an online platform making access and use very convenient.

MSBO/SET SEG GUIDE TO COMPLIANCE TRAINING



This guide is designed to help schools identify education and training that is required for Michigan schools. In an effort to make this guide as user friendly as possible, training is broken out by subject and by employee group. Every required training listed in the guide also includes the governing reference, the training schedule and the instructional courses available to help schools meet compliance obligations.

PAYSCHOOLS



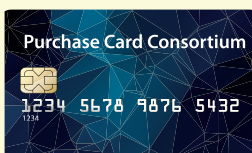
PaySchools is an online payment processing system that provides schools with an easy and efficient method to collect fees and receive electronic payments for school lunches, field trips, prom tickets, and any other school-related fees. PaySchools makes it possible for all schools to offer parents the convenience of online purchasing without incurring large administration or setup costs.

PUBLICSURPLUS.COM



Michigan school districts have used PublicSurplus.com successfully for over a decade selling surplus and used items. It allows members to reach a national, even international, audience for buses, equipment and anything else school districts may wish to sell.

MICHIGAN PURCHASING CARD CONSORTIUM



The Consortium, similar to a credit card program, but better - allows school districts greater control of their expenses, saves time and money and allows all districts to participate with the same, low fee structure. The 11th year was another great success for the program with districts earning approximately \$969,536 in rebates for the calendar year 2016.

BUSINESS SOLUTIONS & PARTNERSHIPS

SAFESCHOOLS



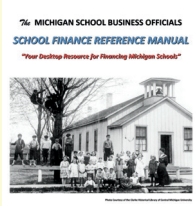
SafeSchools is a partner with MSBO, MASA and MASB and is an online safety training and tracking system designed specifically for school employees. Save training dollars and increase the opportunities for your staff to receive quality, timely training through SafeSchools.com. With more than 180 online programs, SafeSchools offers a tremendous value to districts.

SCHOOLDUDE.COM, INC.



SchoolDude is the nation's number one provider of on-demand operations management solutions designed exclusively for the unique needs of schools, colleges, and universities. Their integrated suite of solutions for technology, business, and facility operations is revolutionizing the way educational professionals manage their organizations. SchoolDude's tools are easy to use and affordable; helping schools save money, increase efficiency, and improve services. MSBO's relationship provides significant discounts for Michigan school districts.

SCHOOL FINANCE REFERENCE MANUAL



This easy-to-use-reference manual provides a collection of school finance materials needed by all school business officials. It is designed to help individuals understand the complexity of school finance issues. Each year it is updated to reflect the latest information on school finance.

SCHOOL NUTRITION ASSOCIATION OF MICHIGAN (SNAM)



MSBO and SNAM continue a successful management partnership that started in 2013. MSBO provides administrative services, leadership assistance and office space to SNAM. MSBO and SNAM have been closely affiliated for many years serving similar memberships. This partnership continues to benefit both MSBO and SNAM members.

U.S. COMMUNITIES



U.S. Communities provides a national purchasing co-operative for local and state government agencies, school districts (K-12), higher education and non-profits nationwide by pooling the purchasing power of over 87,000 public agencies.



MICHIGAN SCHOOL BUSINESS OFFICIALS

MSBO MISSION:

The Mission of MSBO is to continually improve the leadership of and management in school business and operational services, while enhancing the professional, social, and economic well-being of its members.

MSBO CORE VALUES:

- **The Value of Education.** We believe in the value of education. We will do all we can to support and enhance the delivery of education to Michigan's children.
- **Dedication to Leadership and Learning.** We believe each of us should be a leader and that effective leadership and management require a defined set of knowledge and skills as well as common sense. We will attend workshops and conferences and engage in other professional development activities that help us maintain and advance our knowledge. We will assist others in learning and ask questions of our colleagues when we need advice or information. We will approach all situations expecting to learn something.
- **The Power of Synergy.** We believe in approaching problems expecting to make a personal contribution to the solution and with the recognition that the best solutions are normally the result of working with others.
- **Commitment to Ethics.** We believe in operating our personal and professional lives in an ethical way that will reflect favorably on our schools and our profession. We believe we have a responsibility to act as stewards of our schools and to contribute to our communities and colleagues.

Based on these values, we believe in doing things right and in doing the right things.

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